

MEETING MINUTES
Regular Meeting of Date October 27th, 2021

1) Call to Order

The regular meeting of the Airport Advisory Commission of the City of Hollister was called to order by Executive Secretary Adam Bocanegra on October 27th, 2021 at 6:00 p.m. in the City Council Chambers at City Hall, 375 Fifth Street, Hollister, California.

2) Pledge of Allegiance

Recited.

3) Roll Call: Roll was answered as follows:

Present: Chairman Jay Pankowski, Vice Chair Renee Wells, Commissioner Mark Starritt and Executive Secretary Adam Bocanegra.

Absent: Commissioner Eric Martin and Fred Meyer

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of October 27th, 2021 was posted on the bulletin board at City Hall on October 20th at 10:00am per government code 549546.0

5) Consent

It was moved by Vice Chair Renee Wells and seconded by Commissioner Mark Starritt to approve the amended minutes of the Airport Advisory Commission meeting of September 22nd, 2021. Motion carried 3-0.

6) Public Input

7) Reports

a) Sign Update

Secretary Bocanegra stated that there was not an agreement with the vendor. The Airport staff found a new vendor, Chaparral Signs, to do vinyl sign for the entrance. The sign will be drilled into the wing and the lettering will be vinyl with the option of a logo. Vice Chair Wells suggested to have a policy in place to determine who will have priority. Toni said a letter/ sign application will be going out to tenants on November first.

b) Open House/ 110th Anniversary fly in

Vice Chair Wells suggested to have a separate event for the Airport Anniversary if there are enough volunteers. Also, it would be too difficult then she suggested a joint event with the City's 150th Anniversary.

c) Cal Fire Update

Mr. Bocanegra said there was no new update on Cal Fire ground lease.

d) Fire Hawk Update

The Fire Hawk will be arriving November 19th, and Mrs. Wells would like to have a tour and demonstration of the aircraft.

e) Rubino/ Enz Hangar Update

The Rubino hangar has submitted for an inspection of the storm drain and one restroom. Mr. Bocanegra said if it passes the inspection they will begin to close the trenches to occupy it. Enz's hangar remains vacant.

f) Airport Manager

There is no new update on the Airport Manager job posting.

g) Airport Maintenance

Commissioner Starritt showed the advisory a picture of a crack located between Alpha and Foxtrot. Secretary Bocanegra stated he contacted the streets department two weeks ago to request the equipment and a team to seal any cracks on the runway. A NOTAM will be issued for the emergency patching.

h) NBAA Overview

Mr. Bocanegra and the City Manager attended the three-day conference and was an overall great outcome. It gave the Airport great exposure and was a networking tool for the staff.

i) Through the fence arrangement

No new update.

j) Removal of old buildings

Mrs. Warner stated that the staff ran into a little problem with building 14's electrical panel. PG&E will have to move the panel and pole to continue to supply electricity for the RV parking lot.

k) Bylaws

The commission reviewed and approved the amending Bylaws with a 3-0 vote.

l) EDC Newsletter

Mr. Bocanegra congratulated Vice Chair Wells for her new position with the EDC. Ruth Erickson would like to have the airport sign placed back on San Felipe and Fallon Road.

8) Old Business

None

9) New Business

a) Airport sign on San Felipe update

10) Items for Next Agenda

a) Sign Update

Discuss any new policy/ application for advertising sign.

b) Open House/ Fly-In 110th Anniversary

Update on Anniversary

c) Cal Fire Ground Lease Update

d) Rubino/ Enz Hangar Status

e) Airport Manager Update

f) Runway Maintenance Status

- g) Through The Fence Update
- h) Update on Removal of Old Building

11) Next Meeting Date: January 26th, 2022 at 6pm

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Vice Chair Wells moved the meeting be adjourned and seconded by Commissioner Starritt. The motion was passed 3-0.

Respectfully Submitted,

Adam Bocanegra, Executive Secretary